

KIRKENDALL PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES

Thursday, March 18, 2010, 6:30p.m.

Present: Todd Beveridge, Tamara Fujinaka, Lory Johnson, Bert Testa, Myrna Brayton, Library Director
Excused: Sarah Willeford, Assistant Director and Eric Melton, AV-Technical Services Librarian
Guest:

Topic	Discussion
Call to Order	Todd Beveridge, President called the meeting to order.
Approval of Minutes	The minutes were approved as submitted.
Consent Agenda Financials, <i>Myrna Brayton</i> Staff In-Service/Department Reports, <i>Myrna Brayton</i>	Financials were reviewed. Staff in-service/department reports were reviewed.
Policy/Procedure Review Conduct in the Library Policy <i>Todd Beveridge</i>	Motion by Lory Johnson, seconded by Bert Testa that the Conduct in the Library Policy be approved with the suggested amendments. Passed unanimously.
Personnel Update	Director, Myrna Brayton submitted a letter expressing interest in taking the early retirement package as June 30, 2010.
Director's Report Marketing Plan/Facebook	Myrna Brayton, Director, Sarah Willeford, Assistant Director and Eric Melton, AV-Technical Services Librarian met with Jim Spradling, Assistant City Manager and Deb Dyar, PR Director to discuss the library setting up a facebook page. They agreed that the amount of traffic on the library's web page and on-line catalog certainly indicated that our patrons would be very responsive to a facebook page. Sarah and Eric prepared a PowerPoint presentation for the Board showing all that we could do with our facebook page. We will advertise through our e-mail database, online catalog and posters in the library when the page is ready. Motion by Lory Johnson, seconded by Tamara Fujinaka that the library moves forward with our face book page. Passed unanimously. At the April meeting the Board will review a social media policy. Eric Melton, AV-Technical Support Librarian was able to download software and set up a self-check for the patrons for \$1,500. A self check usually costs \$23,000. He shared his program via Google and the Library Director from Teton County Library in Jackson, Wyoming called the director, Myrna Brayton to tell her that they are going to implement his program in all their libraries. She also said their foundation would be sending a check to our foundation in their appreciation.

Topic	Discussion
Old Business	Budget update, <i>Myrna Anderson</i>
	Revised budget for 2009-2010 and budget for fiscal year 2010-2011 were reviewed.
New Business	Foundation, <i>Myrna Brayton</i> Community Education, <i>Darlene Von Oort</i> CILSA, <i>Bert Testa</i>
	<p>The Foundation has named a committee to pursue grants for open day collections. The book sale continues and donations from patrons for materials, services and programs. Director, Myrna Brayton will check on possibility of listing donor's names as donations are made on a plaque in the library.</p> <p>No report.</p>
Closed Session	<p>Bert Testa, CILSA board member reported that their Director, Roy Kenagy is retiring at the end of June 2010.</p>
Adjournment	<p>Lory Johnson made a motion, seconded by Tamara Fujinaka that the Board go into closed session to discuss personnel. Passed unanimously. Following the discussion Bert Testa made a motion, seconded by Tamara Fujinaka that Board move out of closed session. Passed unanimously.</p> <p>There being no further business the meeting was adjourned at approximately 9:00 p.m. The next Board meeting will be Monday, April 5, 2010, 6:30 p.m.</p>
	<p>Respectfully submitted,</p> <p style="text-align: right;">Tamara Fujinaka, Secretary</p>